



Deutsch-Kanadische Industrie- und Handelskammer
Canadian German Chamber of Industry and Commerce
Chambre Canadienne-Allemande de l'Industrie et du Commerce

Intern (m/f/d)

Communication & Events



Employment Type: **Internship (6 – 12 months, full-time)**



Preferred start date: **As soon as possible**



Languages: **Fluency in English, Proficiency in German, French is an asset**



Location: Toronto, Ontario (hybrid)

Shape the future of German-Canadian business relations!

Join our dynamic team for an internship that will give you comprehensive experience in international business operations. As our Communications & Events Intern, you will split your time 50%/50% between communications and event management, gaining valuable skills in both areas.

Who is the CGCIC?

The Canadian German Chamber of Industry and Commerce (CGCIC) strengthens economic relations between Canada and Germany. With a dynamic team of 20+ professionals in Toronto, the Chamber supports companies on both sides of the Atlantic through tailored services, networking events, and strategic initiatives.

What will you do?

Communications & PR (50%) / Events & Membership (50%):

- Manage and create content for CGCIC's LinkedIn channel
- Create engaging visual content & videos using Canva and other tools
- Maintain and update website content including SEO optimization
- Support the design of CGCIC's monthly newsletter (content creation & data management)
- Enhance and update corporate presentations and marketing materials
- Support corporate communication initiatives across all platforms
- Support coordination of conferences, seminars, roundtables, corporate dinners, and networking events
- Assist with flagship events like the Canadian German Gala Ball



- Help with venue sourcing, contractor coordination, and event logistics
- Support membership administration and member relations
- Maintain event files, member databases, and contact information
- Assist with events and delegations, where required

What we're looking for?

- Currently enrolled in or recent graduate from studies in Marketing, Communications, Event management, Business, or related field
- Fluent in German and English (written and spoken), French is an asset
- Strong writing skills and social media experience
- Excellent organizational and interpersonal skills
- Detail-oriented with creative problem-solving abilities
- Experience with graphic design tools (Canva) and CMS-systems preferred
- Interest in international business and German-Canadian relations

What we offer?

- Comprehensive internship experience across communications and event management
- Flexible hybrid working arrangement in Toronto
- Mentorship and professional development opportunities
- Hands-on experience in a multicultural, international environment

Ready to make an impact? Apply now and be part of our mission!

Please send your resume and cover letter to info@germanchamber.ca with the subject line “Application Intern Comms & Events”. Please note that only candidates chosen for an interview will be contacted.

IMPORTANT: Must be eligible to work in Canada for at least 6 months.